

**STATE OF RHODE ISLAND
DEPARTMENT OF CHILDREN, YOUTH AND FAMILIES**

PUBLIC NOTICE OF PROPOSED RULE-MAKING

In accordance with Rhode Island General Law (RIGL) 42-35 and 42-72-5, notice is hereby given that the Department of Children, Youth and Families proposes to adopt the following DCYF rule:

RESIDENT PERSONAL PROPERTY

This new rule, in compliance with the federal court order relating to RI Training School residents and the accreditation standards of the American Correctional Association for Juvenile Training Schools and Juvenile Detention Facilities, identifies procedures for documenting, managing and disposing of personal property of residents of the RI Training School.

In the development of this rule, consideration was given to the following: (1) alternative approaches and (2) overlap or duplication with other statutory and regulatory provisions. No alternative approach or duplication or overlap was identified based upon available information.

This proposed rule is accessible on the R.I. Secretary of State's website (<http://www.sec.state.ri.us/ProposedRules/>) and the DCYF website (<http://www.dcyf.ri.gov>) or available in hard copy upon request (401-528-3685). Interested persons should submit data, views or written comments by October 8, 2010 to Susan Bowler, Administrator for Families and Children, Department of Children, Youth and Families, 101 Friendship Street, Providence, RI 02903 (Susan.Bowler@dcyf.ri.gov).

In accordance with RIGL 42-35-3, an oral hearing will be granted if requested by twenty-five (25) persons, by an agency or by an association having at least twenty-five (25) members. A request for an oral hearing must be made within thirty (30) days of this notice.

Resident Personal Property

Rhode Island Department of Children, Youth and Families
Division of Juvenile Correctional Services: Training School

Policy: 1200.1203

Effective Date:

Version: 1

To maintain security and resident and staff safety, residents are not allowed to have personal property in their rooms. The personal property of a resident is identified and recorded at intake and whenever the resident returns to the Training School from court or the community. The resident's property is returned to parents or legal guardians as soon as possible.

Related Procedure

Resident Personal Property

Related Policy

Budget, Procurement, Contract and Fiscal Operations

Resident Personal Property

Procedure from Policy 1200.1203: Resident Personal Property

- A. Staff completes the **Inventory of Personal Effects Form** for each resident upon detainment, return from court or the community.
 - 1. The resident signs the original form and receives a copy.
 - 2. Staff forwards the form to the Unit Manager for signature.
 - 3. The Unit Manager retains one copy of the form and stores resident property in the designated secure area.
 - a. Resident's property is given to his/her parent at the first visit.
 - b. If the parent cannot or will not take custody of the resident's property at the visit, it is stored in the designated secure area until the resident is released.
- B. Resident funds and accounts are managed throughout confinement in conformance with DCYF Policy 100.0085, Budget, Procurement, Contract and Fiscal Operations.
- C. Upon discharge, the resident and/or parent or guardian sign a form acknowledging receipt for personal property stored in the facility.
 - 1. The original **Inventory of Personal Effects Form** shall be checked against the items the resident is taking with him/her.
 - 2. All personal property is then returned to the resident.
 - 3. The RI Training School assumes no responsibility for unclaimed resident property 30 days after release or later.
 - a. If resident property is not claimed 30 days after release, the property is donated to a local charitable entity or is destroyed.
 - b. The decision to donate or destroy unclaimed property is made by the Superintendent or designee.
 - c. Disposition of unclaimed property is documented in the Unit Log Book.
- D. Paragraphs A – C are consistent with American Correctional Association (ACA) Standards 3-JDF-5A-02; 3-JDF-5A-016; 3-JTS-5A-01 and 3-JTS-5A-05.